

 <div style="text-align: center;"> Financial Assistance Award DENALI COMMISSION 510 L Street, Suite 410 Anchorage, Alaska 99501 (907) 271-1414 (phone) (907) 271-1415 (fax) www.denali.gov </div>		Award Number	01509-00		
		Award Title	Resiliency Plans and Emergency Drills		
		Performance Period	November 15, 2016 through December 31, 2017		
Authority 112 Stat 1854	CFDA Number 90.100	<u>Recipient Organization & Address</u> Alaska Department of Military and Veterans Affairs PO BOX 5750 Anchorage, AK 99505-0750 Phone: N/A Recipient DUNS # 809386725 TIN # 92-6001185			
Denali Commission Finance Officer Certification					
<u>Cost Share Distribution Table</u>					
Accounting Code	New Funding		Prior Period Funding		Total
	Denali Commission	Other Contributors	Denali Commission	Other Contributors	
95670000	\$300,000.00		\$0.00		\$300,000.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
Total	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00
This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.					
Signature of Authorized Official - Denali Commission Electronically Signed		Typed Name and Title Mr. Jay Farmwald Director of Programs		Date 11/21/2016	

AWARD ATTACHMENTS

Alaska Department of Military and Veterans
Affairs

01509-00

1. Terms and Conditions
2. Attachment A

**Financial Assistance Award Terms and Conditions
Between the Denali Commission and
Alaska Department of Military and Veteran Affairs
For Resiliency Plans and Emergency Drills
Award No. 1509**

1. Project Summary

- a. Scope of Work: The scope of this award includes the development and/or update of Hazard Mitigation Plans (HMP), Small Community Emergency Response Plans (SCERP) and Emergency Operations Plans (EOP). Priority shall be given to the 31 communities listed in the GAO report 09-551. This award also includes the design and implementation of storm surge related Emergency Drills, consisting of related training and table top exercises, for the communities of Shaktoolik, Shishmaref, and Kivalina.
- b. Deliverables: The recipient shall provide the following products:
 - List of communities needing HMP, EOP, and SCERP development or update.
 - Copies of HMP, SCERP and EOP documents with relevant plan adoption and /or promulgation letters.
 - Emergency drills in Kivalina, Shaktoolik and Shishmaref.
- c. Budget: The Commission is making \$ 300,000 available for the project via this Financial Assistance Award (FAA). This total amount includes all direct and indirect costs. All Commission funding is intended to be used for the scope of work identified in this FAA only. Any funds remaining after the full scope of work has been completed shall be returned to the Denali Commission consistent with 2 CFR 200.319.
- d. Delivery Method: The deliverables will be developed by a combination of in-house Department of Military and Veteran Affairs (DMVA) staff and DMVA term contractors. Cooperative agreement provisions apply.
- e. Performance Period: The Period of Performance for this FAA is 15 November 2016 through 31 December 2017. In accordance with 2 CFR 200.309 Recipients can only incur obligations or costs against this FAA during the Period of Performance, unless specifically authorized in the Special Provisions (Section 14 of this document). If a project cannot be completed within the approved Period of Performance, an extension request must be made in accordance with the Commission's *Recipient Guidelines and requirements* (RGR) document dated July 2015, available at www.denali.gov.

More detailed information on scope, deliverables, budget, funding, project delivery method and/or management plan, schedule, key milestones and cooperative agreement provisions are included in Attachment A dated 4 November 2016.

2. Project Reporting and Commission Site Visits

Progress reports and a close-out report are required under this FAA. Progress Reports shall be submitted at the frequency stipulated in the Special Provisions. The Closeout Report shall be completed within 90-days of the end of the Period of Performance. All reports must be submitted using the Denali Commission's on-line Project Database System, available at www.denali.gov/dcpdb.

Commission staff or agents of the Commission may make visits to the project site and/or home office to monitor progress during and/or after the Period of Performance. The Recipient shall coordinate and make information available as necessary to facilitate any such site visits.

Refer to the *Recipient Guidelines and Requirements* document for further information related to reports and site visits.

3. Payments

Payments under this FAA will be made in accordance with 2 CFR 200.305 by electronic transfer in response to a Standard Form 270 (SF-270) "Request for Advance or Reimbursement", submitted by the Recipient. At a minimum, all 270's must include summary cost information on labor, materials, contracts/consultants, and indirect costs. Detailed documentation is required for any single expenditure greater than \$50,000. If Pre-award Costs and/or Advance Payments are authorized under this FAA, the Special Provisions will indicate so. Requests for reimbursements may be made as needed. Refer to the *Recipient Guidelines and Requirements* document for further information about submitting SF-270's.

4. Modifications

In accordance with 2 CFR 200.308, the Recipient shall report deviations in project scope, budget, delivery method, management plan, schedule, or changed site conditions, and request prior approvals from the Program Manager. The Recipient shall also submit written requests to the Program Manager for the replacement of Key Staff identified in the Special Provisions. Refer to the *Recipient Guidelines and Requirements* document for further information about modifying a Financial Assistance Award.

5. Financial Management, Record Keeping, Internal Controls, and Audits

The Recipient must have financial management and record keeping systems that are consistent with 2 CFR 200.302. If the Recipient is a State organization, it must expend and account for FAA funds in accordance with applicable State laws and procedures for expending and accounting for the State's own funds.

The Recipient must establish and maintain effective internal controls with respect to this FAA that are consistent with 2 CFR 200.303.

In accordance with 2 CFR 200.501, Recipients that expend \$750,000 or more of federal funds in a year shall have a single or program-specific audit conducted for that year.

Refer to the *Recipient Guidelines and Requirements* document for further information about financial management, record keeping, internal controls and audits.

6. Direct and Indirect Costs

All direct costs must be allowable and reasonable. Indirect costs must be allocable based on accepted accounting policies and practices. Indirect costs must be specifically included as a line item or identified with appropriate notes in the approved FAA budget. Refer to 2 CFR 200 Subpart E (Cost Principles) and the *Recipient Guidelines and Requirements* document for further information on direct and indirect costs.

7. Sub-Awards and Contracts

All sub-awards and contracts issued by the Recipient under this FAA must comply with 2 CFR 200.331 and Appendix II to 2 CFR 200. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

8. Acknowledgement of Support

The Recipient shall name the Denali Commission as a financial contributor and project/program partner in all media correspondence related to the work supported by this FAA. If Commission funds are used for construction, the Recipient shall also display a sign at the construction site that acknowledges the Commission's support. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

9. Real and Personal Property

In accordance with 2 CFR 200.311, 313, and 316 the Denali Commission may require the Recipient to execute a security interest or other public notice of record to indicate that real or personal property acquired or improved, in whole or in part, with Federal funds is subject to a Federal interest. Any such requirements under this FAA, including post project reporting in accordance with 2 CFR 200.329, will be stipulated in the Special Provisions.

10. Conflict of Interest

In accordance with 2 CFR 200.112, the Recipient must disclose in writing any potential conflicts of interest to the Commission. In addition, 2 CFR 200.318 requires that Recipients maintain written standards of conduct covering conflicts of interest and governing the performance of their employees engaged in the selection, award, and administration of contracts. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

11. Denali Commission Policies

Recipients may be required to comply with certain published Denali Commission policies which can be found in the *Recipient Guidelines and Requirements* document. Applicable policies are referenced in the Special Provisions of this FAA, and specific requirements/deliverables (if any) are stipulated in Appendix A.

12. Laws and Regulations

Recipients are required to comply with all applicable Federal laws and regulations. General categories of potentially applicable laws and regulations are summarized below. Refer to the *Recipient Guidelines and Requirements* document for further information on specific laws and regulations that may apply.

- a. Debarment and Suspension
- b. Whistle-blower Protection
- c. Non-Discrimination
- d. Lobbying and Propaganda
- e. Environmental
- f. Drug-Free Workplace
- g. Travel
- h. Human Rights
- i. Animal Welfare
- j. Executive Compensation

13. Other Provisions

- a. The United States expressly disclaims any and all responsibility or liability to the Recipient or sub-recipients for the actions of the Recipient or sub-recipients resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this FAA, including sub-awards, contracts, or sub-contracts issued in connection with this FAA.
- b. To the maximum extent practicable, considering applicable laws, the Recipient shall accomplish the project contemplated by this FAA using local Alaska firms and labor.
- c. All terms and conditions contained in this FAA apply to any sub-recipient under this FAA.

- d. Failure to comply with the provisions of this FAA or maintain satisfactory performance may result in additional FAA conditions pursuant to 2 CFR 207. This includes but is not limited to: temporarily withholding of payments pending the correction of the deficiency; disallowance of project costs; wholly or partially suspending or terminating the FAA. In addition, failure to comply with the provisions of this FAA may also have a negative impact on the Recipient's eligibility for future Federal awards.

14. Special Provisions

Progress Reports: Quarterly

Pre-award Costs: n/a

Key Staff: Kim Weibl (Project Manager), Kathy Cavyell (Exercise Team Lead), Mike Drummond (Exercise Team Member), Eva Edwards (Training Officer), Alex Fonteyn (SCERP coordinator), Ervin Petty (SCERP coordinator)

Advance Payments: n/a

Federal Property Interests and Reporting Requirements: n/a

Denali Commission Policies: Community Planning

Bonds and Insurance: n/a

15. Program Manager, Financial Manager & Other Contact Information

Denali Commission	State of Alaska DMVA
Don Antrobus Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3500 Fax: 907-271-1415 E-mail: dantrobus@denali.gov	Kim Weibl Community Planning Team Lead P.O. Box 5750 Ft. Richardson, AK 99505-5750 Phone: 907-428-7020 Email: kim.weibl@alaska.gov
Janet Davis Grants Management Officer 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3036 Fax: 907-271-1415 E-mail: jdavis@denali.gov	Bill Dennis Grants Administrator P.O. Box 5750 Ft. Richardson, AK 99505-5750 Phone: 907-428-7089 Email: bill.dennis@alaska.gov

**Attachment A
to
Financial Assistance Award #1509
Between the Denali Commission and DMVA
For Resiliency Plans and Emergency Drills**

SCOPE OF WORK

Emergency Plans: DMVA will develop a list of communities requiring Hazard Mitigation Plans (HMP), Emergency Operations Plans (EOP), or Small Community Emergency Response Plans (SCERP). The list shall include communities needing new plans as well as updates to plans. Priority shall be given to the 31 communities listed in the GAO report 09-551, with the highest priority to those communities without an HMP and/or SCERP. DMVA shall vet the list to ensure community desire to participate in the planning process. The copy of the vetted list shall be provided to the Denali Commission for concurrence. After Commission approval, DMVA will develop the documents in accordance with all applicable federal and state standards.

Completed documents will be distributed as follows:

SCERP

- 7 hard copies to the community
- 1 hard copy to the State Emergency Operations Center
- 1 hard copy to the Alaska State Troopers
- 1 hard copy to the Borough (if applicable)
- 1 electronic copy to ANTHC
- 1 hard copy and an electronic copy to the Denali Commission

HMP

- 2 hard copies and an electronic copy to the community
- 1 electronic copy to the Denali Commission
- 1 hard copy and an electronic copy to DHS&EM
- 1 electronic copy to DCCED/DCRA for posting in the community plan library

EOP

- 1 hard copy and an electronic copy to the community
- 1 electronic copy to the Borough (if applicable)
- 1 electronic copy to the Denali Commission

NEPA documentation is not required as part of this scope of work. Per 45 CFR Part 900, Appendix A, Section A7, all activities under this FAA are Categorically excluded by the Denali Commission from further analysis in and EA or EIS.

Emergency Drills: Design emergency drills in collaboration with local governments in the communities of Kivalina, Shaktoolik and Shishmaref. Emergency Drills will consist of related community training and table top exercises (TTX). Conduct drills in the local communities to practice response actions developed in the community's existing ERP, EOP or SCERP.

DELIVERABLES

- List of 31 communities needing HMP, EOP, and SCERP development or updating
- HMP, EOP, and SCERP documents and copies of relevant plan adoption and/or promulgation letters
- TTX protocols and documented exercises in Kivalina, Shaktoolik, and Shishmaref

BUDGET

The Commission is making \$300,000 available for the project via this Financial Assistance Award (FAA). Additional budget detail is provided on page 3.

DELIVERY METHOD

HMP's will be developed by DMVA term contractors. SCERP's and EOP's will be completed by DMVA staff. DMVA staff will also plan and conduct the TTX's for Kivalina, Shaktoolik and Shishmaref.

The Recipient agrees to cooperate and collaborate with the Denali Commission during the project, and understands that the Commission will be substantially involved in implementing the project or components of the project. Specifically, the Commission will participate in, and/or provide direct assistance during the project related to the following:

- Approval of the list of HMP, EOP, and SCERP documents to be produced
- Review of document milestone drafts

SCHEDULE

The Period of Performance for this FAA is 15 November 2016 through 31 December 2017.

KEY MILESTONES

List of Resiliency Documents	1 December 2016
65% HMP, EOP, SCERP Milestone Submittals	1 September 2017
Final HMP, EOP, SCERP Documents	31 December 2017
Complete Emergency Drills	31 December 2017

BUDGET AND FUNDING SUMMARY

BUDGET			
<i>Line</i>	Item/Activity	Estimate	Notes ¹
1	Project and Grant Management		
2	DMVA Project Management ¹	\$ 26,000	5 hours/week x 52 weeks x \$100/hour
3	DMVA Grant Maintenance and Administration ²	\$ 10,400	1hours/week x 52 weeks x \$100/hour; Logistics support = \$5,200
4	Emergency Plan Development ^{3, 4}		
5	Local Hazard Mitigation Plans (LHMP)	\$ 110,000	5 each @ \$22K per LHMP
6	LHMP Updates	\$ 60,000	4 each @ \$15K per LHMP update
7	Small Community Emergency Response Plans (SCERP)	\$ 11,500	23 each \$500 per SCERP
8	Emergency Operation Plans (EOP)	\$ 20,000	2 each @ \$10K per EOP
9	Emergency Drills ^{3, 5}		
10	Practice drills for Kivalina, Shaktoolik, and Shishmaref	\$ 60,000	3 each @ \$20,000/drill
11	Summary		
12	Subtotal	\$ 297,900	
13	Amount of this Award (Rounded)	\$ 300,000	

Notes

1. Project Management eligible costs include salaries for scope management, contract development and maintenance, personnel planning, and logistics support.
2. Grant Maintenance and Administration eligible costs include salaries for personnel management, financial management, and reporting; and logistics support costs such as facilities, printing and related expenses.
3. Unit cost estimates for plans and drills provided by DMVA based on historical costs for similar scopes of work.
4. Emergency Plan Development eligible costs include salaries for coordination and plan develop; contractor costs; transportation, lodging and per diem; and logistics support.
5. Emergency drills will consist of relevant training and table top exercises conducted in the respective communities. Eligible costs include staff salaries for planning, managing, and conducting training and drills; travel, lodging, and per diem; and logistics support.